



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

SUBJECT: MOTION OF 8/14/18 BY COUNCILOR ELLIOTT
REQUEST THE CITY MANAGER EXPLORE THE FEASIBILITY OF
CREATING A 15 MINUTE PARKING SPACE AT 178 UNIVERSITY
AVENUE FOR LOCAL BUSINESS

The Transportation Engineer conducted a field visit to the above mentioned location. Campus Express Take Out is located at 176 and 178 University Avenue. The business owner previously requested a 30-minute parking space at 176 University Avenue via a Citizen Signage request. A 60-day trial for the 30 minute parking space was approved by the City Council on July 24, 2018 and the sign has been installed in front of the business. Once the 60-day trial period has concluded, the City will contact the business to determine if a 15-minute parking space is preferred.

NV/ns

9/18/18

cc: Natasha Vance, Transportation Engineer
John Cooper, Sign and Meter Division